

UTAH COUNTIES INDEMNITY POOL DIRECTOR TRAINING POLICY

SECTION I. Effective Date and Frequency of Review.

- A. The Board originally adopted the Trustee Training Policy on February 16, 2017.
- B. This policy should be reviewed annually, but not less than every three years by the Board. This policy will also be reviewed any time that changes to laws or rules governing the training of board members of interlocal agencies are amended in a manner which would require review and update to this policy.

SECTION II. Purpose.

- A. This policy outlines the policy of the Board related to training of Directors.
- B. The purpose of training Directors is to assure each member of the Board is in compliance with all required training, and to provide each Director the necessary knowledge and experience to perform their duties professionally and with fidelity.

SECTION III. Authority.

- A. The Board has authority to adopt this policy under the UCIP Interlocal Agreement.

SECTION IV. Applicability and Scope.

- A. This policy applies to all training provided by UCIP to members of the Board.
- B. Training of Directors will include training provided during meetings of the Board as well as training provided at seminars, workshops and conferences.

SECTION V. Definitions.

- A. “Board” means the UCIP Board of Directors.
- B. “CEO” means the UCIP Chief Executive Officer.
- C. “Clerk” means the appointed Clerk of the Board.
- D. “Director” means a member of the UCIP Board of Directors.
- E. “President” means the President of the UCIP Board of Directors.
- F. “UCIP” means the Utah Counties Indemnity Pool.

SECTION VI. Policy Statements.

- A. It is the policy of the Board to provide for training opportunities for Directors to assure compliance with training requirements under state or federal regulation and to provide Directors with the knowledge and experience necessary to perform their duties as a UCIP Director as effectively as possible and with fidelity.

SECTION VII. Procedures and Responsibilities.

- A. As the Board is a public body as defined by the Utah Open and Public Meetings Act (OPMA), the President is responsible to see that each member of the Board receive training on the OPMA annually. Each Director shall confirm with the Clerk each June that they have received training on the OPMA either by attending OPMA training at a Board meeting, attending OPMA training provided an entity for which they serve as an elected or appointed official, or completing the Utah Office of the State Auditor on-line OPMA training course.
- B. The CEO shall provide annual training on the fiduciary responsibilities of Directors to UCIP. The Clerk will see that each individual Director receives this training within one year of the time they are elected or appointed to the Board, and each term of office thereafter.
- C. Directors shall have the opportunity to receive training on governmental risk pooling and risk management through attendance at conferences held by the Association of Governmental Risk Pools (AGRiP) and/or the Public Risk Management Association (PRIMA). Each Director may attend one conference annually and will be reimbursed the cost of attendance in accordance with the UCIP Expense Reimbursement Policy. Directors may request approval by the Board to attend more than one conference annually. The Board may approve reimbursement of all or a portion of expenses associated with approved attendance by an individual Director at more than one conference annually.

SECTION VIII. Revision History.

- A. Original Policy Adoption: February 16, 2017
- B. Revised: February 15, 2018

SECTION IX. Appendices.

- A. There are no appendices to this policy.